



# PREPAREDNESS SPOKANE

Every Business Should have a Plan. Plan to Stay In Business.

January 2006 • Edition 1

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## How Well Do You Know Your Neighbors?

A recent article in the Disaster Recovery Journal on the above subject suggested you might want to “evaluate” what your geographical neighbors do for a living. You may have all the risk precautions in place, but if your neighbors are not concerned or are in a high risk industry, you may want to revisit your business continuity plan to ensure you are prepared for an event that occurs down the street.

As indicated in the DRJ article, “Knowing your neighbors is clearly part of DRI International’s Business Continuity Professional Practice No. 2 – Risk Evaluation and Control.” DRII in their guidance suggests the step as:

“... determining the events and external surroundings that can adversely affect the organization and its resources (facilities, technologies, etc.) with disruption as well as disaster, the damage such events can cause, and the controls needed to prevent or minimize the effects of potential loss.”

What do you consider when you look around? The nature of other businesses? Their building structure or facilities? Its construction? Their tenants? When you do your mental threat matrix you may also want to consider:

- ✓ Do your neighbors produce, store, use chemicals or hazardous materials?

- ✓ What transportation hazards are near your business? Are you in a flight pattern?
- ✓ Do you have litigators in your building? What is the nature of their practice?
- ✓ Is the neighborhood safe or are there crime issues?
- ✓ Are there government agencies nearby? Are they a target?
- ✓ Do any businesses or tenants have business dealings that make them target of activists?

As the article pointed out, these are some basic questions that lend themselves to assisting you in your risk assessment process. If you are the individual that has the business continuity planning responsibilities for your organization take the time to look outside the organization and see if you have some real exposures that could affect your ability to continue your critical business functions and processes.

## **BUSINESS CONTINUITY PLANNING -- THE FORMULA FOR SUCCESS**

$$\frac{\text{Knowledge of Risk}}{\text{Impact to the Business}} = \frac{w5 + h}{BCP Solutions} = X\$'s$$

## **RECOGNIZE THE FORMULA?**

Business Continuity is the ability of an organization to ensure continuity of service and support of its stakeholders. Business Continuity is being driven by a number of factors – regulatory requirements, contractual agreements, guaranteed insurability, and sometimes just plain old good business sense. Whether an organization is contemplating business continuity planning for the first time or looking for ways to improve their existing plan, finding the right formula for success is a must. In an effort to get your arms around

the process you must possess knowledge of your specific risk, and the impact to the business in the event of a major disruption in order to properly prepare a cost effective and viable business continuity plan.

## **THE ANSWER**

1. Determine what your specific risks to the organization are
2. Know what the specific impact to the organization will be
3. Identify **who** needs to be involved, **what** needs to be done, **why** it needs to be done, **where** it needs to be done, **when** it needs to be done & **how** it will be done
4. Identify business continuity solutions that should to be considered

Now you know how much of an investment (\$\$\$\$) it takes!

Should you have any questions regarding business continuity planning please feel free to e-mail us at

preparedness\_spokane@hotmail.com.

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To learn more about how you and your family can prepare for emergencies or get involved visit: [www.ready.gov](http://www.ready.gov) or [www.redcross.org](http://www.redcross.org) or [www.citizencorps.gov](http://www.citizencorps.gov)

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